

**FEBRUARY 17, 2015**

On the 17<sup>th</sup> day of February 2015 the City Council of the City of Glenn Heights met in a regular meeting at the Glenn Heights City Hall in Glenn Heights, Texas located at 1938 S. Hampton Road with the following members present:

## Page 1

to obtain a list of contractors and the permits issued on new home building in the City of Glenn Heights.

Mr. Beryl Eugene, Jr. of 1747 Creekview Dr., addressed Council about his concerns on the Police Department and their relationship and interaction with the youth of Glenn Heights.

**MAYOR'S ESSAY CONTEST: What Diversity Means in My Community**

Mayor Tate presented gift cards and certificates to the following winners:

3<sup>rd</sup> Grade – D T Shields Elementary – Principal Shondra Jones and Cynthia Parnell, 4<sup>th</sup> Grade Teacher

- Kayla Brooke Hutton
- Drew Ranck
- Kenedy Smith

4<sup>th</sup> Grade – D T Shields Elementary - Principal Shondra Jones and Cynthia Parnell, 4<sup>th</sup> Grade Teacher

- Marcus Bourdon
- Patrick Williams

5<sup>th</sup> Grade - Woodridge Elementary – Principal Robert Torres

- Olivia Howard

6<sup>th</sup> Grade – Red Oak Intermediate - Principal Jeff Fowler

- Krystal Town

7<sup>th</sup> Grade – Curtistene S. McCowan Middle School – Principal Sissy Lowe

- Tiana Jackson
- Aumari Lusk

**CONSENT AGENDA:** Items listed under the consent agenda, are considered routine and are generally enacted by one motion. There will not be separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

1. Consider and approve the Minutes of February 3 and February 4, 2015.

Councilwoman Dixon made a motion to approve the minutes of February 3, and February 4, 2015 with the following change to the Minutes of February 4, 2015; page one changing Tony Bradley to Council Member and changing Michael Jones to Mayor Pro Tem. Mayor Pro Tem Jones made the second. The motion carried with the following vote:

**VOTE:**        6        **Ayes** – Layne, Bradley, Dixon, Tate, Jones, and Cox

## AGENDA

### 2. Presentation by Glenn Heights DART Board Representative Mark Enoch.

DART Board representative, Mark Enoch briefed Council on the questions Mayor Tate Posed, that lead up to the request for the presentation. Mr. Enoch introduced Gary Thomas, President and Executive Director of Dallas Area Rapid Transit. Mr. Thomas presented a PowerPoint presentation on the possible increased service routes that DART could provide the City.

### 3. Discuss and consider taking action on DART services within the City of Glenn Heights. (Requested by Mayor Tate)

This item was not discussed.

### 4. Update on the Utility and Franchise Fee Audit by TriStem.

Trudy Lewis, City Manager, briefed Council on the contract with TriStem initiated in May 2014. Trisha Menchu, President of TriStem presented a power point presentation of the up-to-date results of the City utility bill and franchise fee audit.

- Electric Accounts
- Natural Gas
- Telecommunications
- Waste
- Franchise revenue accounts with Oncor, Atmos, and Hilco

Councilwoman Cox directed the City Manager to add a review of A T & T and Waste Management franchise fees to the TriStem contract (to include all franchise revenue accounts).

### 5. Discuss the bidding and contract award process for street improvements within the City of Glenn Heights. (Requested by Mayor Tate).

Mayor Tate addressed Council about awarding contracts without utilizing a bidding process. Trudy Lewis, City Manager addressed the concern with the information on Interlocal Agreement processes.

No Council action was taken.

### 6. Consider and approve Resolution R-09-15 awarding a contract to APAC, Texas, Inc. for improvements to S. Hampton Road in the amount of \$206,422.66.

Councilwoman Dixon made a motion to approve Resolution R-09-15 awarding a contract to APAC, Texas, Inc. for improvements to S. Hampton Road in the amount of



\$206,422.66. Mayor Pro Tem Jones made the second. The motion carried with the following vote:

**VOTE:**        **5**        **Ayes – Layne, Bradley, Dixon, Jones, and Cox**  
                  **1**        **Nay- Tate**

7. Discuss and consider taking action on Bear Creek Road improvements with Dallas County.

Mayor Tate called for a recess at 8:59 p.m. Council reconvened at 9:08 p.m.

Councilwoman Cox returned at 9:10 p.m.

Steve Chutchian, Director of Public Works briefed the Council with a power point presentation on proposed Capital Improvement Plans to Bear Creek Road with Dallas County.

Trudy Lewis, City Manager briefed Council on the terms of funding with Dallas County on the project. Addressed the availability to fund the project by; fund balances, certificates of obligation bonds or general obligation bonds.

8. Discuss and consider taking action on S. Uhl Road improvements.

Steve Chutchian, Director of Public Works briefed the Council with a power point presentation on proposed South Uhl Road improvements.

9. Consider and approve Resolution R-10-15 awarding a contract to APAC, Texas, Inc. for improvements to S. Uhl Road in the amount of \$224,222.72.

Mayor Tate stated for the record that he does support the project, but wants to introduce additional bids for more competition.

Councilwoman Dixon made a motion to approve Resolution R-10-15 awarding a contract to APAC, Texas, Inc. for improvements to S. Hampton Road in the amount of \$224,222.72. Mayor Pro Tem Jones made the second. The motion carried with the following vote:

**VOTE:**        **5**        **Ayes – Layne, Bradley, Dixon, Jones, and Cox**  
                  **1**        **Nay - Tate**

11. Discuss and consider taking action on the FY 2015-16 Budget Calendar.

Trudy Lewis, City Manager, briefed Council and reviewed the proposed Budget Calendar.

To be brought back for further discussion on the March 3<sup>rd</sup> Agenda.

12. 2014 Police Department Racial Profiling Report.

Council had no questions regarding the report.

Councilman Bradley made a motion to extend the meeting to 10:15 p.m. to complete official business. Councilwoman Cox made the second. The motion carried with the following vote:

**VOTE:**        4        **Ayes** – Bradley, Tate, Jones, and Cox  
                  2        **Nays**- Layne and Dixon

Councilwoman Dixon made mention that she would be leaving the meeting at 10:00 p.m.

**13.**    Discuss and consider taking action on Step Up Pay Policies and Procedures.

Councilwoman Dixon left the meeting at 9:59 p.m.

Kacye Harvey, Director of Human Resources briefed Council on Step Up Pay and Step Up Pay policy.

- Job Description
- Training
- Employee must be in good standing
- Assignment and tracking of Step Up duty

Ms. Harvey briefed Council on the back-pay owed to Fire Staff only, in the amount of \$2,400. The presentation also referred to the change in the City Personnel Policy.

Trudy Lewis, City Manager briefed Council that this Policy would require an Ordinance. The Ordinance will be brought back before Council on the March 3<sup>rd</sup>, 2015 Agenda.

Councilman Bradley made a motion to authorize the City Manager to release the funds to pay out back-pay for Fire Fighters Step Up Pay not to exceed the amount of \$3,000. Mayor Pro Tem Jones made the second. The motion carried with the following vote:

**VOTE:**        5        **Ayes** – Layne, Bradley, Tate, Jones, and Cox

Councilman Bradley made a motion to extend the meeting to 10:20 p.m. to complete official business. Councilwoman Cox made the second. The motion carried with the following vote:

**VOTE:**        5        **Ayes** – Layne, Bradley, Tate, Jones, and Cox

**15.**    Discuss and consider taking action on “It Takes a Village to Raise Our Children” a community program. (Requested by Mayor Pro Tem Michael Jones)

Mayor Pro Tem Jones asked Council to consider the City’s participation in an informal educational community event to bridge the gap with the young people in our community.

Mayor Pro Tem Jones made a motion to extend the meeting to 10:23 p.m. to complete official business. Councilwoman Cox made the second. The motion carried with the following vote:

**VOTE:**        5        **Ayes** – Layne, Bradley, Tate, Jones, and Cox

Mayor Pro Tem Jones made a motion to extend the meeting to 10:26 p.m. to complete official business. Mayor Tate made the second.

**VOTE:**        4        **Ayes** – Layne, Tate, Jones, and Cox  
                  1        **Nay** - Bradley

Mayor Pro Tem Jones made a motion that Council approve to partner with “It Takes A Village to Raise Our Children” community program, utilizing the City seal and distribute the program flyer for the City of Glenn Heights. Councilwoman Layne made the second. The motion carried with the following vote:

**VOTE:**        3        **Ayes** – Layne, Jones, and Cox  
                  2        **Nays** - Bradley and Tate

**10.     January 2015 Financial Report.**

Moved to the March 3<sup>rd</sup> Agenda.

**14.     Discuss adopting regulations concerning payday lenders, pawn shops and e-cigarette shops within the City. (Requested by Councilwoman Cox)**

Moved to the March 3<sup>rd</sup> Agenda.

**16.     Discuss and consider taking action the older dump truck with the emissions reduction plan (TERP). Requested by Councilman George)**

Moved to the March 3<sup>rd</sup> Agenda.

**17.     Discuss and consider taking action on marketing sign/banners for the City to better communicate with the citizens and visitors. (Requested by Councilman George)**

Moved to the March 3<sup>rd</sup> Agenda.

**18.     Discuss plans for the recent City land purchase adjacent to City Hall. (Requested by Councilwoman Cox)**

Moved to the March 3<sup>rd</sup> Agenda.

**19.     Discuss and consider a City-wide visioning plan including discussion of past, present and future City operations and development as well as the City’s strategic plan.**

Moved to the March 3<sup>rd</sup> Agenda.



20. Discuss and consider taking action on the City Manager's compensation in accordance with the City Manager's employment agreement.

Moved to the March 3<sup>rd</sup> Agenda.

21. Discuss and electronic magistrates warnings and warrant system in the Municipal Court Department.

Moved to the March 3<sup>rd</sup> Agenda.

22. **EXECUTIVE SESSION and RESULTING ACTION** - The City Council shall convene into executive session pursuant to the Texas Government Code:

- a. Pursuant to Section 551.071(1)(a) to consult with the City Attorney regarding threatened or contemplated litigation concerning the Glenn Heights Firefighter's Association.
- b. Reconvene and consider any Official Action as a result of the Executive Session.

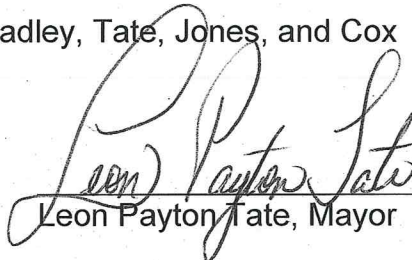
This agenda item was skipped and therefore no action was taken.

#### **ADJOURNMENT**

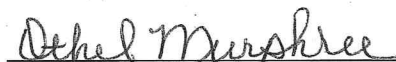
Councilwoman Cox moved to adjourn. Mayor Tate made the second. The motion carried with the following vote:

**VOTE: 5 Ayes** – Layne, Bradley, Tate, Jones, and Cox

Mayor Tate adjourned at 10:27 p.m.

  
\_\_\_\_\_  
Leon Payton Tate, Mayor

Attest:

  
\_\_\_\_\_  
Othel Murphree, City Secretary

**Passed and Approved the 7th day of April, 2015.**